

# CITY COUNCIL

001CL01A

## MISSION STATEMENT

The City Council is committed to improving the overall quality of life in the City of Burbank by enhancing our neighborhoods, delivering exceptional public services, preserving and enhancing the City's economic prosperity, embracing the diversity of our citizens, and making Burbank a desirable, safe City in which to live, work and raise a family.

## DESCRIPTION

The City Council serves as the elected legislative and policy-making body of the City of Burbank, enacting all laws and directing any actions necessary to provide for the general welfare of the community through appropriate programs, services, and activities. The City Council reviews and adopts the operating budget, holds public hearings to solicit advice, and hears suggestions and complaints from the public. The City Council authorizes contracts, purchases, and sales of City property, approves agreements with other governmental agencies, and appoints City commissions, boards, and committees. In addition, the City Council serves as the Burbank Redevelopment Agency, Burbank Parking Authority, Burbank Housing Authority, Youth Endowment Services (YES) Fund Board, and Public Finance Authority.

## OBJECTIVES

- Adopt the FY 2008-09 Citywide Goals and Objectives (Annual Work Program).
- Continue to concentrate on communication and cooperative efforts with City residents.
- Provide legislative policy directives for City programs and services.
- Represent the interests of Burbank citizens at all levels of government.
- Approve programs for the City's physical, cultural, and socio-economic development.
- Encourage cooperation among community leaders, civic groups, and citizens to resolve area-wide problems.
- Assist the Burbank Unified School District (BUSD) in improving educational services and upgrading school facilities.
- Actively participate in state and federal legislative processes.
- Promote additional senior/disabled housing
- Work closely with the Southern California Area Governments (SCAG), League of California Cities, and other organizations to focus attention on problems facing local government.

## CHANGES FROM PRIOR YEAR

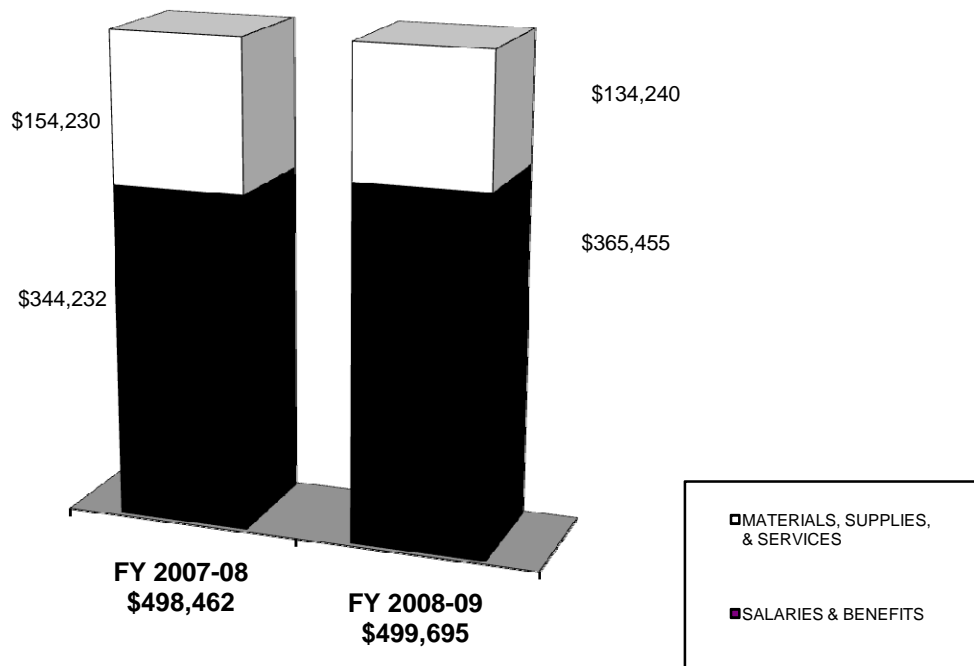
- The Town Hall Meetings account was decreased by \$21,000 in one-time funds which were appropriated to cover costs associated with the Town Hall Meeting series conducted in FY 07-08.

## DEPARTMENT SUMMARY

	EXPENDITURES 2006-07	BUDGET 2007-08	BUDGET 2008-09	CHANGE FROM PRIOR YEAR
Staff Years	2.500	2.500	2.500	
Salaries & Benefits	\$ 298,595	\$ 344,232	\$ 365,455	\$ 21,223
Materials, Supplies, Services	134,383	154,230	134,240	(19,990)
<b>TOTAL</b>	<b>\$ 432,978</b>	<b>\$ 498,462</b>	<b>\$ 499,695</b>	<b>\$ 1,233</b>

# CITY COUNCIL

## Department Summary



### I. ANNUAL COMPENSATION (CASH) BUDGETED FOR COUNCIL MEMBERS

<u>Position</u>	<u>Annual Salary</u> <u>Account 60001</u>	<u>Monthly</u>
Mayor	\$12,900	\$1,075
Vice Mayor	\$12,900	\$1,075
Council Member	\$12,900	\$1,075
Council Member	\$12,900	\$1,075
Council Member	\$12,900	\$1,075
<i>Total</i>	<i>\$64,500</i>	<i>\$5,376</i>

Pursuant to State law, Council salaries can be raised 5% on January 1 of each year. Actual adjustments in recent years have varied from 0% to 5%. Council salaries for calendar year 1995 increased 3.1%. For calendar year 1996, Council salaries were not increased. For calendar year 1997, Council salaries increased 3%. For calendar years 1998 and 1999, Council salaries were not increased. Voters approved a ballot measure during the April 2001 Election, which increased Council salaries by 5% for that year (FY 2000-01). During FY 2003-04, the Council passed a resolution allowing a 2.5% pay increase, which carried over into FY 2004-05. No salary increase was included for FY 2005-06. In February 2006, the City Council approved a 5% salary increase to be effective July 2006 for the 2006-07 fiscal year. The FY 2008-09 budget includes a 5% increase over FY 2007-08.

Each Council Member's salary amount is subject to all applicable federal and state income taxes. Council Members receive \$25 for each Redevelopment Agency meeting (Council Members also serve as Redevelopment Agency Board Members). The amount paid each month varies based on the number of Agency Board meetings held and is paid from Redevelopment Agency funds. Pursuant to state law effective January 2006, the Council's car allowance has been eliminated.

In addition, the City contributes a percentage of each Council Member's salary to the Public Employees' Retirement System.

## II. ANNUAL FRINGE BENEFITS BUDGETED FOR COUNCIL MEMBERS

	PERS Retirement	Medical/ Dental/Vision Insurance*	Medicare (1.45%)	Employee Assistance Program	Other Health	Life Ins.	Workers Comp	Total
Member	\$2,638	\$10,539	\$187	\$60	\$1,527	\$169	\$150	\$15,271
Total (All Members)	\$13,192	\$52,695	\$935	\$302	\$7,636	\$845	\$750	\$76,355

\*Individual medical/dental insurance options actually selected vary. The \$10,539 figure represents the amount budgeted. Actual annual costs may range between \$0 and \$10,539. Each Council Member also has the option of receiving an annual physical examination at a maximum cost of \$500. If utilized, it is charged to the Management Services Department's Medical Services line-item appropriation account (001-MS01A-62125).

# CITY COUNCIL

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		EXPENDITURES FY 2006-07	BUDGET FY 2007-08	BUDGET FY 2008-09	CHANGE FROM PRIOR YEAR
STAFF YEARS		2.500	2.500	2.500	
SALARIES & BENEFITS					
60001	Salaries/Wages	\$ 188,044	\$ 211,799	\$ 222,787	\$ 10,988
60012	Fringe Benefits	105,761	132,433	142,668	10,235
60022	Car Allowance	4,790			
		<b>298,595</b>	<b>344,232</b>	<b>365,455</b>	<b>21,223</b>
DISCRETIONARY					
62015	BUSD Close-Up Program	\$ 19,000	\$ 20,000	\$ 20,000	
62300	Special Departmental Supplies	9,654	5,000	5,000	
62310	Office Supplies	5,077	5,000	5,000	
62420	Books & Periodicals	1,050	650	650	
62440	Office Equip Maint & Repairs	550	550	550	
62520.1003	Town Hall Meetings		21,000		(21,000)
62575	Boards/Comm Award Dinner	20,691	19,174	19,174	
62700	Memberships & Dues	25,962	28,139	28,139	
62710	Travel	7,059	7,500	7,500	
62895	Miscellaneous	7,481	8,053	8,053	
NON-DISCRETIONARY					
62000	Utilities	546	750	750	
62220	Insurance	22,140	22,140	22,140	
62485	F535 Comm Equip Rental	7,463	8,210	8,195	(15)
62496	F537 Computer Equip Rental	7,710	8,064	9,089	1,025
		<b>134,383</b>	<b>154,230</b>	<b>134,240</b>	<b>(19,990)</b>
<b>PROGRAM TOTAL</b>		<b>\$ 432,978</b>	<b>\$ 498,462</b>	<b>\$ 499,695</b>	<b>\$ 1,233</b>

**CITY COUNCIL**  
**AUTHORIZED POSITIONS**

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CLASSIFICATION TITLES Full Time	STAFF YEARS 2006-07	STAFF YEARS 2007-08	STAFF YEARS 2008-09	CHANGE FROM PRIOR YEAR
COMM ASSTNCE COORD	1.000	1.000	1.000	
EXECUTIVE ASSISTANT	1.000	1.000	1.000	
TOTAL FULL TIME	2.000	2.000	2.000	
Part Time	*	*	*	
EXECUTIVE ASSISTANT	0.500 (1)	0.500 (1)	0.500 (1)	
TOTAL PART TIME	0.500 (1)	0.500 (1)	0.500 (1)	
	*	*	*	
<b>TOTAL STAFF YEARS</b>	2.500 (3)	2.500 (3)	2.500 (3)	

\* INDICATES THE NUMBER OF PERSONNEL CORRESPONDING TO THE GIVEN NUMBER OF STAFF YEARS

NOTE: Executive Assistant is a full-time position split equally between the City Council and City Manager offices.

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